



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION IX  
75 Hawthorne Street  
San Francisco, CA 94105

COPY

HAND DELIVERED

In Reply Refer to:

Chevron Richmond Refinery, Richmond, CA

Nigel Hearne, Manager  
Chevron Richmond Refinery  
841 Chevron Way  
Richmond, CA 94801

RE: Request for Information  
Chevron Richmond Refinery

Dear Mr. Hearne:

The United States Environmental Protection Agency ("EPA") Region IX is conducting an investigation of the Chevron Corporation. (the "Company") located at the Chevron Richmond Refinery (the "Facility") at 841 Chevron Way, Richmond California 94801. The request for information enclosed with this letter ("Information Request") seeks information and documents relating to the Company's compliance with Section 103 of the Comprehensive Environmental Response, Compensation, and Liability Act ("CERCLA"), 42 U.S.C. § 9603; Sections 302 through 312 of the Emergency Planning and Community Right-to-Know Act ("EPCRA"), 42 U.S.C. §§ 11002 – 11022; and Section 112(r) of the Clean Air Act ("CAA"), 42 U.S.C. § 7412(r).

This Information Request is authorized pursuant to the following federal environmental statutes:

- Comprehensive Environmental Response, Compensation, and Liability Act, as amended, 42 U.S.C. § 9601 et seq.
- Emergency Planning and Community Right-to-Know Act, 42 U.S.C. § 11001 et seq.
- Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.

Please provide the requested information and documents by mail within 30 days of your receipt of this letter. Electronic copies are acceptable. EPA believes that much of the requested information is, or should be, readily available at the Facility. The Company's response should be directed to:

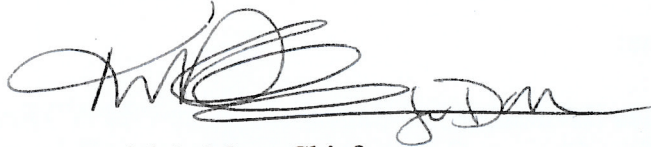
Ms. Mary Wesling (SFD-9-3)  
EPCRA/RMP Compliance Officer  
U.S. EPA Region IX

75 Hawthorne St.  
San Francisco, CA 94105

Y9103  
Please note that the Company's compliance with this Information Request is mandatory. Failure to respond fully and truthfully may result in enforcement action by EPA pursuant to Section 104(e)(5) of CERCLA, 42 U.S.C. § 9604(e)(5), or Section 113(a)(3) of the Clean Air Act, 42 U.S.C. § 413(a)(3). These statutory provisions authorize EPA to seek penalties up to \$37,500 for each day of noncompliance. Please be further advised that provision of false, fictitious, or fraudulent statements or representations may subject you to criminal penalties under 18 U.S.C. § 1001.

If you have questions about the legal aspects of this Information Request, please contact Ms. Elizabeth Cox, U.S. EPA Region IX legal counsel, at (415) 972-3908. The Region IX technical contact for this information request is Mary Wesling, EPCRA/RMP Compliance Officer. Ms. Wesling can be reached at (415) 972-3080. We thank you in advance for your cooperation.

Sincerely,



Daniel A. Meer, Chief  
Response, Planning and Assessment Branch  
Superfund Division

Enclosures  
Information Request (Instructions, Definitions, Questions)

cc: M. Wesling, U.S. EPA Region IX  
E. Cox, U.S. EPA Region IX  
R. Sawyer, Contra Costa County CUPA



## ENCLOSURE

### INSTRUCTIONS

1. Please provide a separate response to each request, and identify each response by the number of the request to which it corresponds. For each document produced, identify the request to which it is responsive.
2. **Provide legible copies in same document size format at the original. Electronic documents are preferred, if clearly legible.**
3. Knowledge or information that has not been memorialized in any document, but is nonetheless responsive to a request, must be provided in a narrative form.
4. The scope of this Information Request includes all information and documents obtained or independently developed by the Company, its attorneys, consultants or any of their agents, consultants, or employees.
5. The Company may not withhold any information from EPA on the grounds that it is confidential business information. EPA has promulgated regulations, under 40 CFR Part 2, Subpart B, to protect confidential business information that it receives. The Company may assert a business confidentiality claim (in the manner specified in 40 CFR § 2.203(b)) for all or part of the information requested by EPA. However, business information is entitled to confidential treatment only if it satisfies the criteria set forth in 40 CFR § 2.208. EPA will disclose business information entitled to confidential treatment only as authorized by 40 CFR Part 2, Subpart B. If no claim of confidentiality accompanies the information at the time EPA receives it, EPA may make it available to the public without further notice.
6. Notice is hereby given, pursuant to 40 CFR §§ 2.301(h) and 2.310(h), that EPA may disclose confidential information provided by the Company to EPA's authorized representatives, including its contractors, Science Applications International Corporation ("SAIC") and Energy and Resource Consulting Group ("ERC"). Confidential information may be disclosed to EPA's authorized representatives for the following reasons: to assist with document handling, inventory and indexing; to assist with document review and analysis for verification of completeness; and to provide expert technical review of the contents of the response. Pursuant to 40 CFR §§ 2.301(h) and 2.310(h), the Company may submit, along with its response to this Information Request, any comments regarding EPA's disclosure of confidential information to its authorized representatives.
7. If information or documents not known or available to the Company at the time of its response to this Information Request later become known or available to it, it must supplement its response to EPA. Moreover, should the Company find at any time after the submission of its response that any portion of the submitted information is false or misrepresents the truth, the Company must notify EPA as soon as possible and provide EPA with a corrected response.
8. If information responsive to a request is not in the Company's possession, custody, or control, identify the persons or entities from whom such information may be obtained. For each



individual or entity that possesses responsive information, please provide the following: name, last known or current address, telephone number, and affiliation with the Company or the Facility.

9. If you believe there are grounds for withholding information or documents that are responsive to this request, e.g., attorney-client privilege, you must identify the information or documents and state the basis for withholding.

## DEFINITIONS

The following definitions apply to the following terms (words or phrases) as they appear in this Information Request. Defined terms are enclosed in quotation marks:

1. "You" or the "Company" shall mean Chevron Corporation, or its officers, managers, employees, contractors, trustees, partners, successors, assigns, and agents.
2. "Facility" means all buildings, equipment, structures, installations, pipes, or stationary items owned, leased, or operated by Chevron Corporation, at the Chevron Richmond Refinery property or properties located at 841 Chevron Way, Richmond, California, or contiguous or adjacent to that address.
3. "Document" or "documents" shall mean any printing, typing, writing, photostat, or any other copy, microfilm, film record, video record, CD, sound recording, tape, disc, or other type of memory associated with computers, including any instructions necessary to read such material, and any other tangible item recording information.
4. "Chemical" shall mean any extremely hazardous substance listed in Appendices A and B of 40 CFR Part 355; any hazardous substance, as defined in Section 101(14) of CERCLA, including any mixtures of hazardous substances with any other substances, such as petroleum products; and any pollutant or contaminant, as defined in Section 101(33) of CERCLA, including any mixtures of pollutants or contaminants with any substances, such as petroleum products.
5. "Release" shall have the same definition as that contained in Section 101(22) of CERCLA, and shall include any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment, including the abandonment or discharging of barrels, containers, and other closed receptacles containing any hazardous substances or pollutants or contaminants.
6. All terms not defined herein shall have their ordinary meaning, unless such terms are defined in the CAA, CERCLA, EPCRA, 40 CFR Part 68, 40 CFR Part 300, or 40 CFR Part 355, in which case the statutory or regulatory definitions shall apply.



## **INFORMATION REQUEST**

### **GENERAL REQUESTS**

1. Provide a corporate organizational chart for the Company that includes its management and operations at the Facility and names of personnel in each position.

### **REQUESTS REGARDING CERCLA SECTION 103 AND EPCRA SECTION 304 COMPLIANCE**

1. With respect to the fire at the Facility which occurred on or about August 6, 2012(the "Fire"), provide:
  - a. The name(s) and CAS number(s) for the chemical(s) released;
  - b. The quantity of the chemical(s) released;
  - c. The time (day/hour/minute) that the Release began and the time that it ended;
  - d. Information regarding whether leak detection alarms were triggered by the Release and what time the alarms were triggered;
  - e. A description of the specific location of the Release at the Facility, identification on the Facility map of the location where the Release occurred, and a description of how the Release was vented, cleared, captured, controlled, or mitigated at the Facility;
  - f. A detailed description of how the Company determined the quantity of the chemical(s) released (include all calculations, estimations, or assumptions relied upon in making the determination as well as all supporting documentation such as log books, monitoring equipment print-outs, and manifests);
  - g. The date and time, including date and time of any follow-up notifications or reports, that the Company notified (1) National Response Center, (2) the state Office of Emergency Services, (3) the local fire department or hazardous materials response team, and (4) the Certified Unified Program Agency ("CUPA") of the Release;
  - h. All documents reflecting notification or communication with emergency responders;
  - i. The time that emergency response personnel, if any, arrived at the Facility and time that emergency response personnel left the Facility; and

### **REQUESTS REGARDING THE CLEAN AIR ACT SECTION 112(r) RISK MANAGEMENT PROGRAM AND GENERAL DUTY CLAUSE**

1. Provide copies of all information provided by the Company to the U.S. Chemical Safety Board in response to that agency's request for information concerning the Chevron Richmond Refinery.
2. In so far as the information and documents requested in Item 1 do not include the following, provide the following information for the Equipment and associated piping systems involved in the August 6, 2012 fire and release at the Facility or for the time period and equipment/processes described:
  - a. Process Safety Information:
    - i. Identification of the type of equipment or unit at which the fire occurred (the "Equipment"). Include equipment design specifications/drawings/sketches –



- schematics, piping and instrumentation design drawings (:P&IDs”), and block flow diagram;
  - ii. The operating pressure and temperature limits for the Equipment and associated piping;
  - iii. The operating pressure and temperature at which the Equipment and associated piping systems were operating at the time of the fire;
  - iv. If the Equipment was not operating at its designed temperature and pressure at the time of the fire and release, explain;
  - v. Documentation on chemical used, treated or generated in the Equipment, Process Unit and piping system, including all characteristics such as flammability limits, combustibility, vapor pressure, boiling point, specific gravity, process temperature ranges, etc.;
- b. Process Hazard Assessment:
- i. Previous two hazard assessments performed for the Equipment and associated piping system involved in the fire and release at the Facility prior to the fire and release;
  - ii. Tracking on resolution of all findings or recommendations made as part of a hazard assessment for the Equipment and associated piping, including personnel assigned responsibility, dates assigned, projected dates of completion and status;
- c. Operating Procedures
- i. Operating procedures for the Equipment and associated piping systems in use for all phases of operation at the time of the fire and release;
  - ii. Operation Log books for the Equipment and associated piping system for the week proceeding up to and including the fire and release;
- d. Training
- i. Training records, including employee identification, the date of training and means used to verify understanding of the training for all employees involved in operating, inspection and maintenance of the Equipment and associated piping systems involved in the fire and release;
  - ii. Years of experience of each employee described in (d)(i);
- e. Mechanical Integrity
- i. Previous ten years of inspection and maintenance records for the Equipment and associated piping systems involved in the fire and release;
  - ii. Previous five years of inspection and maintenance records for all piping in the refinery
- f. Management of Change
- i. Complete documentation on any changes to the Equipment, associated piping systems, or Processes immediately upstream or downstream of the Process involved in the fire and release which would have triggered the requirement for a Management of Change, including but not limited hardware, software or chemistry;
- g. Pre-startup review



- i. All documentation on the pre-startup safety review following the most recent turn-around for the Equipment and piping system involved in the fire and release;
- h. Compliance audits
  - i. Two most recent compliance audits conducted for the entire Facility, to include findings and/or recommendations, status of findings and recommendations including personnel assigned responsibility; target date for resolution; and status;
- i. Incident Investigation
  - i. Incident investigation reports for all incidents for the previous ten years at the Equipment, Process Unit, piping systems and Processes immediately upstream and downstream of the Process Unit involved in the fire and release, including resolution or status all findings and/or recommendations, person assigned responsibility for resolution, target dates for resolution and status;
  - ii. If incident investigation reports are incomplete for any incidents described above, provide status of reports and projected dates of completion, as well as responsible personnel;
- j. Employee Participation
  - i. List of Employees involved in discussions and decision making processes for inspection and maintenance of piping in the Facility at the time of the fire and release;
  - ii. Provide a copy of Employee Participation Procedures/Policy
- k. Hot Work Permit
  - i. Hot Work Procedures for the Facility
  - ii. Any hot-work permit and associated log or any records relating to permit for the inspection and maintenance operation planned for the Equipment and piping system involved in the fire and release.
- l. Contractors
  - i. Copy of Contractor Management Program Procedures
  - ii. If contract personnel were involved in the planned repair of piping involved in the fire and release, provide information on qualifications, certifications, training and years of experience of each contract employee involved;
- m. Emergency response program
  - i. Description of Chevron Emergency Response Program, including personnel and equipment;
  - ii. Description of Chevron Response personnel (including level of training), and equipment involved in response to fire and release;
  - iii. Describe coordination with local, state and federal emergency response agencies;
  - iv. Describe mutual aid agreements and response to fire and release.







RECEIPT FOR DOCUMENT

On 08/15/2012, a request for information under CAA Section 114 and CERCLA Section 103 authority, was delivered to \_\_\_\_\_ by Mary Wesling, US EPA.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



